

**South Carolina Department of Disabilities and Special Needs  
Curriculum – Medication Technician Certification**

**The following topics should be included in curriculum for the SCDDSN Medication Technician Certification courses. Additional information may be added.**

**Unit 1: Introduction**

- Legal and Ethical Framework of Medication Administration
- SC Nurse Practice Act and the DDSN Exception
- What can and cannot be delegated to Unlicensed Assistive Personnel (UAPs)?
- Risks and Benefits Involved in Delegation
- DDSN Policies, Procedures, and Standards
- Relevant OSHA Regulations and Guidelines
- Importance of Clear Communication
- Safety First
- Objectives of the Course
- Competencies Expected from the Course

**Unit 2: General Principles of Medication Administration**

- Terminology
- Abbreviations
- Trade vs Generic Names
- Parts of Drug Order
- Parts of a Drug Label
- Parts of Medication Administration Record (MAR)
- Importance of Accurate Transcription and Documentation
- Storage and Security of Medications
- Counting Pill Inventories
- Dosage and Liquid Measures
- Contraindications
- Medication Interactions
- Polypharmacy
- Monitoring Effects of Medication
- Side Effects of Medication
- Adverse Reactions vs. Allergic Reactions to Medication
- Emergency Situations and Responses

**Unit 3: Medications and the Body**

- Medication Actions – Anatomy, Physiology, and Pathology
- Musculoskeletal System
- Nervous System
- Cardiovascular (Circulatory) System
- Respiratory System
- Reproductive System
- Urinary System
- Gastrointestinal System
- Endocrine System
- Integumentary System
- Sensory System

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**Unit 4: Rights, Roles, and Responsibilities**

- Eight (8) Rights of Medication Administration
  - Right Person
  - Right Drug
  - Right Dose
  - Right Time
  - Right Route
  - Right Documentation
  - Right Position
  - Right Texture
- Role of the Individual
- Role of Nurses
- Role of Pharmacists
- Role of Primary Care Providers (Doctors, Nurse Practitioners, Physician Assistants)
- Role of Family or Guardian
- Role of Unlicensed Assistive Personnel – Medication Technician
- Controlled Substances
- Compliance and the Reluctant Individual

**Unit 5: Medication Administration Procedures**

- Oral Medications
- Topical Medications
  - Topical skin and mucous membrane medications
  - Topical (inhaled) asthma medications
  - Topical nasal spray medications
  - Topical ophthalmic (eye) medications
  - Topical otic (ear) drops
- Regularly Scheduled Insulin Injections (Instruction, supervision and follow-up must be provided by an RN on an individual basis)
- Prescribed anaphylactic treatments (Instruction, supervision and follow-up must be provided by an RN on an individual basis)

**Unit 6: Medication Documentation**

- Documentation Rules with Examples
- Medication Administration Record (MAR)
- Medication Error Definition
- Types of Medication Errors and Incidents
- Recording and Reporting Medication Errors

**Unit 7: Resources**

- Supervising Nurse
- Primary Care Provider (Doctor, Nurse Practitioner, Physician Assistant)
- Pharmacist
- Family
- Medication References and Guides
- Forms